MAC

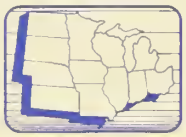
MARAC
MID-ATLANTIC REGIONAL ARCHIVES CONFERENCE

Fall Conference Meeting
October 18–21, 2000

Sheraton Cleveland City Centre Hotel
Cleveland, Ohio

"Cuyahoga" is Iroquois for "crooked" or "twisting," and this 1936 view of the river shows why it is aptly named. In 2000 the city's skyline has been transformed with gleaming skyscrapers and new sports stadiums, visible evidence that Cleveland is the Comeback City.

Photo courtesy of the Western Reserve Historical Society

MAC  MARAC MID-ATLANTIC REGIONAL ARCHIVES CONFERENCE

MAC-MARAC CONFERENCE PACKET

Dear Colleagues:

On behalf of the Midwest Archives Conference and the Mid-Atlantic Regional Archives Conference, we invite you to join us for our joint fall meeting in October in Cleveland, Ohio.

This exciting collaboration between the two largest regional associations brings together some of the most innovative practitioners in our profession to "close the book on the twentieth century" and to open new discussions on the challenges of the twenty-first.

The Program Committee has prepared a highly interactive format during which *all* conferees will participate in a discussion regarding the growing professional schism between institutional archivists and manuscript curators. Reaching across a geographic border to lend his insight into this developing professional boundary, plenary speaker Ian E. Wilson, National Archivist of Canada, will talk about the Canadian experience. A plenary panel will build on Wilson's remarks with a free-ranging discussion designed to spark conversation in the breakout sessions to follow. While we doubt the archivists and curators will come to physical blows, we are certain that a stimulating exchange of ideas will occur!

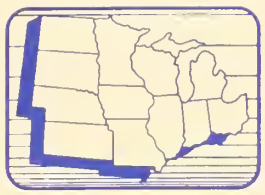
In other sessions, problems of electronic records, electronic description, public relations, education, and collecting will be considered, and the latest and best thinking presented. When change is the constant, you cannot hone your skills enough.

Meanwhile, the Local Arrangements Committee plans to rock you in Cleveland, the home of the Rock and Roll Hall of Fame. For those of you who don't care to dance in the streets, events ranging from visits to the University Circle museums through a performance of the Cleveland Orchestra to a tour of a working steel plant are available. Cleveland is the Comeback City, and the LAC will show you how it was done.

The combined talents of MAC and MARAC will insure a regional meeting, the breadth and scope of which has not been seen before. Arts, music, archives: How can you go wrong? *The heart of rock and roll is in Cleveland: be there or be square!*

Frank Boles
President, Midwest Archives Conference

James Byers
Chairman, Mid-Atlantic Regional Archives Conference

MAC  MARAC MID-ATLANTIC REGIONAL ARCHIVES CONFERENCE

MAC/MARAC extends its sincere thanks to the following sponsors, as of press time, of the Joint Fall 2000 MAC/MARAC Meeting in Cleveland, Ohio.

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About the Meeting

The 2000 fall meeting of the Midwest Archives Conference and the Mid-Atlantic Regional Archives Conference will take place Thursday, October 19 through Saturday, October 21, 2000, with preconference workshops (see below) beginning Wednesday, October 18.

Headquarters for the conference will be at the recently renovated Sheraton Cleveland City Centre, 777 St. Clair Ave. NE. Located in the heart of downtown, the Sheraton is convenient to event sites and fine dining and entertainment.

Register Early. A block of rooms has been reserved. Both single and double occupancy rates are $119.00, plus state and local taxes. Be sure to request the MAC/MARAC conference rate when making reservations. Call 216-771-7600 or 800-321-1090, or return the enclosed reservation form. **Rates are valid through September 21, 2000.** After this date rooms and rates are subject to availability. **Reservations may be cancelled up to 6:00 P.M. the day of arrival.**

Check-in time begins at 3:00 P.M. Checkout time is 12:00 P.M. Handicapped-accessible guest rooms are available.

Parking

Registered guests may park all day with in-and-out privileges at the Cleveland City Centre for a daily fee of $15.00. Visitors will have an hourly rate not to exceed $15.00 per day.

Roommate Matchup

The LAC Web site offers a posting board on which attendees can post their needs. See <http://www.csuohio.edu/CUT/ClevMM/> for details.

Child Care

Those requiring child care during the meeting should contact Rent-A-Mom, Inc., at 1-888-282-6667. Individual child care is available through this firm at the hotel for $16.00 per hour, with a three-hour minimum. Rent-A-Mom is licensed, bonded, and insured, and is a member of the Cleveland Better Business Bureau.

Americans with Disabilities Act

MAC/MARAC welcomes individuals with disabilities to participate in its activities. If you have a visual, aural, or other physical or mental impairment that is a "disability" under the Americans with Disabilities Act, or otherwise have special needs, please contact the Local Arrangements Committee cochairs to discuss the nature of your disability: Mike McCormick, 216-721-5722 or mike@wrhs.org, or Dan Linke, 609-258-6345 or linke@priceton.edu. Indicate what you need MAC/MARAC to do to ensure that you can participate in MAC/MARAC activities.

Special Events Transportation

The Local Arrangements Committee has arranged special rates on public transportation and will provide private transportation for most major events. This information is available at the information table. RTA, Cleveland's Rapid Transit Authority, has a special ticket package available for conference attendees. See the information table in the main lobby.

Airport Transportation

Limousine service is available from the airport for $10.00 per person, one way to the hotel. The service is available at the lower level of the airport, door No. 2 near the baggage claim area. Phone: 216-631-5598.

Taxi rates from the airport to the hotel vary. Rates as of early June ran from $21.00 (Americab: 216-881-1111) to $35.00 (Airport Limo Service: 216-267-8282). Yellow Cab (216-623-1500) lists the one-way fare as $25.00, and Town Car Airport Transportation Service (216-663-3636) as $30.00. Of course, rates are subject to change.

Trains

Train service from Chicago and the East Coast is available to Cleveland's downtown terminal. Be sure to check with Amtrak at 1-800-872-7245 for schedules and times. **Beware:** Most arrivals in Cleveland are in the vicinity of 2:45 A.M. to 3:45 A.M.

Local Weather

Cleveland in the fall can be beautiful but is often unpredictable. Prepare for mid-70s to 80s in the daytime and mid-40s at night. Be sure to take a sweater or coat in the event of a cold snap and don't forget rainwear. Drizzle is common during the early fall months.

Tours and Special Events

The Local Arrangements Committee has a wide variety of tours and special events scheduled. These are open to all conference participants on a first-come, first-served basis. The group has worked diligently to provide several ways to experience the unique flavor of our host city. Archives, religion, education, the arts, commerce, science, sports, and even rock and roll venues are offered to explore and enjoy. Please note the transportation requirements for some of the events. Every effort has been made to provide transportation for conference members. If conference transportation is unavailable, the information table will have alternate transportation information.

Events include the conference reception, to be held in the John G. White Treasure Room of the Cleveland Public Library Main Library, Friday, October 20, at 6:30 P.M. Earlier that day at the MAC/MARAC luncheon, Dr. John Grabowski will speak on the topic, "It's Been a Long Time Since the River Burned: a Light Look at Cleveland History." MAC is offering its New Members' Dinner on Thursday evening, October 19, a chance to get oriented to the organization. MARAC holds its new members' orientation meeting Friday morning.

Please register in advance, using the enclosed registration form. There are admission fees for several events and tours, noted with the event description. Also, sign-ups and identification are required for the NASA tour.

Workshops

The conference offers a variety of training opportunities. The MAC education program will present four workshops covering archives fundamentals. MARAC is sponsoring "Risk Awareness and Control in Records Management" and "Implementation of Encoded Archival Description." SAA will offer two workshops covering encoded archival description (focusing on the construction of the EAD document) and the management of architectural records. A Red Cross workshop dealing with disaster planning is also scheduled.

Sessions

One paragraph cannot begin to describe the packed schedule prepared by the Program Committee. The plenary session topic, the divergence of practice between institutional archivists and manuscript curators, is sure to be relevant to all attendees. Other sessions take advantage of the combined talents of MAC and MARAC to cover the enduring questions of archivy. See the full descriptions for details.

Vendor Exhibits and Promotional Information

Vendors will exhibit products and services of interest to archivists on Friday, October 20, from 7:30 A.M. to 4:00 P.M. in the Dodler/Hassler Room. An information-sharing center will be available to display promotional materials from your own institutions. See the pocket program for locations. Coffee breaks will take place in the hall at various times between sessions. See the program schedule.

Trivia

Cincinnati architect Joseph Strauss designed the Golden Gate Bridge in San Francisco in 1937.

Ohio trivia items from Damaine Vonada, *Amazing Ohio: Illuminating Moments* (Wilmington, OH: Orange Frazer Press, 1989)

Questions?

Find us at <http://www.csuohio.edu/CUT/ClevMM/>.

- Requests for refunds must be made in writing and postmarked by **October 3, 2000.**
- Please make checks payable to: MAC/MARAC Cleveland, c/o **Jill Tatem,** 1315 Cleveland Heights Blvd., Cleveland Heights, OH 44121.

Confirmation

Confirmation letters will be sent to individuals upon processing of registration and payment. Please take a moment to review this information. If you have a question, please contact William Becker, Registrar, Cleveland State University Archives, 216-687-3529, or at w.becker@csuohio.edu.

Registration

Registration will be open Wednesday, October 18, and Thursday, October 19, from 7:30 A.M. to 5:00 P.M., and Friday, October 20, from 7:30 A.M. to 10:00 A.M.

Program Committee

Bruce Bruemmer, Cargill Incorporated (cochair); Philip Eppard, SUNY Albany (cochair); Ann Bowers, Bowling Green State University; Tim Cary, Archdiocese of Milwaukee; Lara Friedman-Shedlov, Minnesota Historical Society; Jennie Guilbaud, NARA; Kathy Marquis, Bentley Library; Tim Murray, University of Delaware; Alison Oswald, Smithsonian Institution; Cheryl Stadel-Bevans, NARA; Dan Stokes, NARA; Joel Wurl, Immigration History Research Center

Local Arrangements Committee

Michael McCormick, Western Reserve Historical Society (cochair); Daniel Linke, Princeton University (cochair); Rebecca Altermatt, Redemptorists–Denver Province; Jane Avner, Western Reserve Historical Society; William C. Barrow, Cleveland State University; William Becker, Cleveland State University; Mary F. Bell, Buffalo and Erie County Historical Society; Dr. Judith Cetina, Cuyahoga County Archives; Helen Conger, Case Western Reserve University; Christopher Densmore, State University of New York at Buffalo; Karen Fishman, University of Maryland; Susie Hanson, Case Western Reserve University; Dennis Harrison, Case Western Reserve University; Martin Hauserman, Cleveland City Council Archives; George Hing, United Church of Christ; Fred Lautzenheiser, Cleveland Clinic Archives; Lisa C. Mangiafico, Soroptimist International of the Americas; Kristine Marconi, Princeton University; Geoffrey D. Reynolds, Hope College; David Rook, Western Reserve Historical Society; Deborah Shell, Western Reserve Historical Society; Bonnie Smith, NASA; Jill Tatem, Case Western Reserve University; Patricia M. Virgil, Buffalo and Erie County Historical Society; Cathy Yandek, Western Reserve Historical Society

Cleveland's sky roared with the sound of the National Air Races, the proving ground for aeronautics from 1929 to 1949. Here the unlimited class racers start the 1949 Thompson Trophy race. These heavily modified WWII fighters screamed around the course at 400+ mph. In 2000, Cleveland continues to be a Space Age leader. NASA's Glenn Research Center at Lewis Field performs primary research into spacecraft propulsion and power systems, while TRW is a major manufacturer of satellites.

Photo courtesy of the Western Reserve Historical Society

NOTE: *Remember to take this program with you to the conference as a reminder of the events you plan to attend.*

Advance registration and payment of fees are required for all tours. (All fees help defray the cost of transportation.) Registration is limited and is on a first-come, first-served basis. Use the registration form at the back of this program. All transportation leaves from the Sheraton.

8:00 A.M.–11:30 A.M ***Heavy Metal:* LTV Steel Company**

Much of Cleveland's importance in the Industrial Revolution was tied to the steel industry. Iron ore from the upper Great Lakes came by ship to the mouth of the Cuyahoga, and rail lines brought coal from the rich coalfields of the Appalachian Plateau to the south. The combination provided the impetus for Cleveland's prosperity, particularly from the end of the Civil War to the end of World War II. The Flats, where LTV is located, has been the center of Cleveland's heavy industry from its beginnings.

One of the largest flat-rolled-steel plants in North America, LTV Steel's Cleveland Works produces about five million tons of steel a year, enough to make more than three million cars. The plant transforms iron ore, coke, limestone, and scrap into high-quality finished steel in a variety of cold-rolled products from the automotive, appliance, service center, converter, and construction markets. It covers 1,200 acres, employs 5,300 people, and contains 100 miles of railroad track.

This tour will include the various steps in making steel, each step housed in a separate facility: the BOF (basic oxygen furnace), where molten iron from ore and scrap is made into steel; the caster, where steel is cast in molds; the hot-strip mill, where steel slabs are rolled into thin sheets; and the CAL (continuous anneal line), where a relatively new process combines several finishing steps that improve the quality of the steel and make it ready for use, especially in the automotive industry.

LTV requires some safety precautions: 1) No tennis shoes or sandals: wear flat, closed-toe shoes. Hiking or work shoes are best. 2) No shorts, skirts, or dresses: long-sleeve shirts and long pants are required. 3) Children must be accompanied by a parent or guardian and cannot be under 12 years of age. 4) A substantial amount of walking and stair climbing is required, so attendees must consider their own physical condition. Part of the tour is outdoors, so the weather on the day of the tour must be taken into account. For questions on safety/attire requirements, call the LTV Public Affairs Office, 216-429-6446.

Transportation will be provided to and from LTV. The bus will leave the hotel promptly at 8:00 A.M. in order to start the tour at 8:30 A.M. at the LTV/Cleveland Works Office Building, 3100 E. 45th Street (off Pershing Ave., exit on I-77). The tour will conclude by 11:00 A.M., when the bus leaves for the hotel.

This tour requires a minimum of 15 to 30 persons. There is a fee of $10.00. Sign up in the hotel lobby.

The Cuyahoga River was the key to Cleveland's prosperity. On its banks, coal from Pennsylvania and West Virginia met the iron ore of Minnesota, fueling the city's voracious steel mills. Here, in 1889, the river mouth bustles with freighters, schooners, and passenger steamers.

Photo courtesy of the Western Reserve Historical Society

8:30 A.M.–1:00 P.M. *Arts, Science, and Antiquities:* University Circle Tour

This organized visit to University Circle, the cultural heart of Cleveland, will begin with a special one-hour tour of the newly restored Severance Hall, home to the celebrated Cleveland Orchestra. Our tour guide will be Carol Jacobs, the archivist for the Musical Arts Association and the Cleveland Orchestra. The group will then proceed to the Cleveland Museum of Natural History, which houses more than one million specimens in 11 disciplines among its collections. These include "Lucy," one of the earliest hominid skeletons yet found, and the skull of *Nanotyrannus lancensis*, the only known specimen of a small cousin to the *T. rex* known to science. Many will undoubtedly wish to linger in the Natural History Museum beyond the one-hour tour, but another brisk walk will lead tour participants to either the Dittrick Medical History Center or the Western Reserve Historical Society.

The Dittrick Medical History Center of the Cleveland Health Sciences Library includes the archives and the Dittrick Museum of Medical History. The tour will last from 45 minutes to one hour. Alternatively, spend an hour touring the Western Reserve Historical Society. Currently on display in the galleries is "For God, Union, and Glory: Northeastern Ohio in the Civil War." Demonstrations of the society's integrated archives, library, and museum collections management automation system will be available.

Those who wish to concentrate their visit at one institution, such as the excellent Cleveland Museum of Art, the Natural History Museum, or the Historical Society, should feel free to avail themselves of the transportation and take off on their own.

The tour will leave the hotel at 8.30 A.M., arrive at Severance Hall at 9:00 A.M., and will depart University Circle from the Western Reserve Historical Society, 10825 East Boulevard, at 12:30 P.M. Return to the hotel should be approximately at 1:00 P.M.

This tour requires a minimum of 20 persons. There is a fee of $12.50 to cover tour and transportation.

8:45 A.M.–12:30 P.M. *Let's Light This Candle:* John H. Glenn Research Center–National Aeronautics and Space Administration

Wilbur and Orville Wright started something really astounding when they built their first primitive wind tunnel in Dayton. A visit to the research center will visually demonstrate just how far a dream can travel. The tour will start with a short video history and tour of the Visitor's Center. Next stop is the Icing Research Tunnel to see how safe your airplane *really* is when flying through an ice storm. The tour will take a look at the location where the first model of the jet engine was tested in the U.S. during World War II.

Switching from aeronautics to astronautics, the group will visit the Advanced Communications Technology Center. Using technology designed for communication with manned spacecraft, the center's satellite control room is the nerve center for the technology that makes live nightly news coverage from far reaches of the world possible.

The last stop on the tour is the historic Zero Gravity Facility, the deepest hole in Cleveland. The ZGF drops 400 feet and allows scientists nearly 10 seconds of testing time in little to no gravitational pull. The official term is "microgravity," and the subject is wide and captivating. Please sign up for the tour using the registration form at the back of the packet. There is no admission charge to the agency, but basic security is required on the federal reservation. Unfortunately, last-minute registrations cannot be accommodated for this reason. Photo identification, company affiliation, and proof of citizenship, such as a driver's license, are required. Meet in the hotel lobby at 8:45 A.M. The tour will leave NASA at noon.

The transportation fee is $10.00.

Trivia

Wapakoneta's Neil Armstrong planted the first U.S. flag on the moon, July 20, 1969.

Cleveland son John D. Rockefeller gave $8.5 million to purchase the site of the United Nations; underwrote the restoration of Colonial Williamsburg; and in 1891, donated funds to help establish the University of Chicago, later endowing it with an additional $35 million.

See below for times. ***Our Team, Our Name, and Our Colors:* Cleveland Browns Stadium**

For many here, the Browns *are* Cleveland and, for these fans, the heart was ripped out of the city when the team moved to Baltimore at the end of the 1995 season. Mayor Michael R. White led a furious citizens' campaign and forced the National Football League to return "our team, our name, and our colors." In 1999, the Browns came back to Cleveland's lakefront wearing the old "Orange and Brown" (cheerfully admitted by all to be the ugliest uniforms in football) and playing in this state-of-the-art stadium. While 1999 was not a Super Bowl year (the team went 2-14, but did beat archrival Pittsburgh once), the fans, including the zany Dawg Pound, have their heroes to cheer once again.

Tours are set by building staff at certain hours and are not adaptable to individual groups. Meeting attendees can, therefore, choose when they want to go, but the Thursday 11:00 A.M. tour will probably fit best into the MAC/MARAC schedule. Tours are given at 11:00 A.M., 1:00 P.M., and 3:00 P.M., Monday through Saturday; and 12:00 P.M., 2:00 P.M., and 4:00 P.M. on Sundays when the Browns are out of town.

The stadium is located on the lakefront on Erieside Drive, which leads west off E. 9th Street just north of the Shoreway (next to the Rock and Roll Hall of Fame and the Great Lakes Science Center). The tour will last approximately one hour and 15 minutes. There is a lot of walking involved (including a half mile to and from the hotel); consider your condition before going on the tour. Routes within the building, as well as times, are subject to change.

Meet at the stadium. The cost is $6.00 for adults and $4.00 for children and seniors, payable at the door. A minimum of 20 people is needed for this tour. (Not all have to be from our group.) Sign up in the hotel lobby.

10:00 A.M.–11:00 A.M. ***Show Me the Money:* The Federal Reserve Bank of Cleveland**

This landmark, listed on the National Register of Historic Buildings, is both a magnificent architectural space and an armored repository of the nation's currency. Completed in 1923, the 13-story building is a modern adaptation of an Italian Renaissance palazzo or fortress palace. The lobby floor plan and decorations are in the style of a Roman basilica, and the walls are covered with golden polished marble from Italy. Historical photographs from the archives are on display in the old vault area. Located at East Sixth and Superior, the bank is within easy walking distance from the hotel. Those interested in further details regarding the tour can visit the bank's Web site at <http://www.cle.frb.org/Tours/index.htm>. The tour is free of charge.

Meet at the bank. It is four or five blocks from the hotel. The tour will last one hour, and can accommodate up to 60 people. Participants should meet at the bank at 10:00 A.M.

9:00 A.M.–12:00 P.M. ***Sacred Series:* Catholic Diocesan Archives, Catholic Diocese of Cleveland**

Christine Krosel, Director of Archival Research, offers an open house of the Diocesan Archives, Catholic Diocese of Cleveland—a "must visit" for those interested in the documentary heritage of the Roman Catholic Diocese of Cleveland. The collections include the noncurrent records of Cleveland bishops, and diocesan offices, the papers of some closed parishes, the sacramental records for some parishes prior to 1900, and the complete sacramental records of some closed parishes, as well as microfilm copies of various Catholic newspapers. The archives is located in Room 300 of the Chancery Building, 1027 Superior Ave., next to the historic St. John's Cathedral, and is within walking distance from the hotel. Visitors are welcome during the hours of the open house and will be directed to the archives when they enter the Chancery Building. Meet at the diocese.

2:00 P.M.–? ***It's Only Rock'n'Roll, But I Like It:* Rock and Roll Hall of Fame**

Find your thrill on Cleveland's lakefront with the Rock and Roll Hall's new series of guided tours. See where the artists are immortalized, *Rave On* with the music of the '50s, and show some *R-E-S-P-E-C-T* for the smooth sounds of soul. The tour has tentatively been set for 2:00 P.M., Saturday, October 21; the time is subject to change. The Rock and Roll Hall of Fame and Museum is located at One Key Plaza. Phone: 216-515-12GO. Transportation is *not* provided, but the museum can be easily reached by public transportation. (See information regarding Cleveland Stadium tour for helpful directions.) Payment must be received by October 1, 2000.

A minimum of 20 persons will guarantee a group rate of $12.75 per person.

6:30 P.M.–9:30 P.M. ***We'll Leave the Oil Lamp on for You:*** **Dunham Tavern Museum**

The Dunham Tavern is one of the oldest surviving buildings in Cleveland's central city, having been built around 1824 on Euclid Avenue. This street, lying over the major Indian trail along the south shore of Lake Erie, became a thoroughfare for New Englanders moving into the Connecticut Western Reserve. The Dunhams' property was too small to be a real farm, so they began to operate it as a stage stop; it later grew into a popular social and political center, a meeting place for the Whig party.

After 1853, when the Dunhams left, the neighborhood went through many changes. During the 1930s, when it was a commercial district, an association was formed to save the tavern, and it has been open to the public since 1941. The Society of Collectors merged with Dunham Tavern, Inc., and its collections of early American and other artifacts are on display there, among which are textiles, china, and a 1791 Clementi fortepiano. (Incidentally, the museum does not have an archives: papers associated with it are held by the Western Reserve Historical Society.) A log shed and a small stone outbuilding complete the ensemble. There are several small gardens of various types around the buildings, mostly featuring historic plantings with herbs, shrubs, trees, and garden flowers that would have grown there.

Transportation from the hotel will be provided on Thursday evening (October 19) to and from the tavern, located at 6709 Euclid Ave., Cleveland. Phone: 216-431-1060. Meet in the hotel lobby at 6:30 P.M. The tour begins at 7:00 P.M. and will include a guided tour of the tavern. After the tour, dessert and beverages will be served; the event will last approximately two hours.

The cost is $17.00 per person, including transportation. A minimum of 15 people is required for this tour.

Trivia

Berlin, Germany's, Botanical Garden's original buckeye tree, more than 180 years old, was grown from Ohio seeds in the early 1800s.

In 1913, Cincinnatians Herbert Faber and Daniel O'Connor developed Formica, the ubiquitous plastic laminate.

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With an eye towards preservation, our full service lab also offers the following museum quality storage and presentation options: archival matting, framing packages using uv filtering glazing and encapsulation. Our satisfied clients include museums, historical societies, corporations, dealers and private collectors worldwide.

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email: info@ graphicconservation.com www. graphicconservation.com

SPECIAL EVENTS

Some special events require advance registration and a fee, payable in advance. Attendance may be limited. Use the registration form at the back of the program.

MAC New Members' Dinner, Thursday, October 19, 6:00 P.M.–10:00 P.M.

New MAC members (less than a year) should take advantage of the new members' dinner to meet new friends and colleagues and learn more about the organization from officers, Council members, and the membership committee. The event will take place at the venerable New York Spaghetti House. This restaurant has been operated by the same family in Cleveland since 1927 and is located at 2173 E. 9th Street, across the street from Jacobs Field, Cleveland's stunning new baseball park. Night spots in the Gateway District are just a short walk away. Advance registration is required.

Restaurant Tours, Thursday, October 19, 6:00 P.M.–10:00 P.M.

LAC members will fan out across downtown and the rest of the city, guests in tow, for the diverse cuisine available in a metropolitan region that is home to 70 ethnic groups. Sign-up sheets will be located at the registration desk.

Cleveland Play House, Thursday, October 19, 8:00 P.M.–11:00 P.M.

A block of 20 tickets has been reserved for the performance of "Eliot Ness in Cleveland" at the Cleveland Play House. Eliot Ness, perhaps better known—thanks to the television series and feature film "The Untouchables"—for his law enforcement work in Chicago, was Cleveland's Safety Director from 1935 to 1942. Ness reformed the police department, and cracked down on illegal liquor suppliers, labor union protection rackets, and gambling. But Ness, despite his investigatory expertise, would be baffled by the still unsolved Torso Murders, a series of gruesome crimes that plagued Cleveland's citizenry between 1935 and 1938. In addition to the play, ticket holders can also enjoy the exhibit, "Eliot Ness's Experience in Cleveland."

Although transportation will not be provided, information will be available regarding public transportation and local cab companies. The Cleveland Play House is located at 8500 Euclid Ave. in Cleveland. Phone: 216-795-7000.

MAC/MARAC members need to reserve seats as soon as possible. The cost is $25.00 per ticket. Payment must be received by September 20.

MAC/MARAC Luncheon, Friday, October 20, 12:30 P.M.–1:45 P.M.

Meet old friends, make new ones, and hear Dr. John J. Grabowski, long-time MACer and preeminent Cleveland historian, speak on "It's Been a Long Time Since the River Burned: A Light Look at Cleveland History." The luncheon will take place in the Fuldheim Ballroom. Advance registration is required, with a separate fee of $35.00. Attendance is limited to 220.

Conference Reception, Friday, October 20, 6:30 P.M.–8:30 P.M.

We invite you to make the short stroll across Cleveland's Mall to attend the reception at the newly renovated Cleveland Public Library Main Library. This beaux arts building opened May 6, 1925, at 325 Superior Avenue, and was recently remade into both a gracious space and a state-of-the-art library facility. The library will display for us items related to the renovation process outside the John G. White Special Collections room, third floor, where our reception will take place. We are fortunate to have Chef Matt Barnes of Saucy Bistro in Rocky River, Ohio, provide the hors d'oeuvres and drinks to whet our appetites before we take advantage of Cleveland's resurgent nighttime activities.

MARAC Breakfast Business Meeting, Saturday, October 21, 8:00 A.M.–9:30 A.M.

A breakfast buffet will strengthen MARACers for the arduous task of organizational governance. Open and free to MARAC members, the breakfast requires advance registration.

Cleveland Orchestra, Saturday, October 21, 8:00 P.M.–?

An inducement to MAC/MARAC members to remain in Cleveland after the conference ends is the opportunity to hear the world-renowned Cleveland Orchestra perform in the gloriously renovated Severance Hall. Saturday night's performance—Steven Smith, conductor, and Franklin Cohen, clarinet—will feature "Dream-waltzes" by Stucky, Copland's "Clarinet Concerto," and "Symphony No. 5" by Shostakovich.

Transportation is not provided but information will be available regarding public transportation and cab service. Severance Hall is located in University Circle, at 11001 Euclid Ave. Phone: 216-231-7300.

Fifteen seats in the mid-balcony have been reserved for this performance at $40.00 per ticket. Payment must be received by September 20.

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All workshops have limited enrollment. The registration deadline is September 29, or on-site if space is available. Separate registration is required for SAA workshops.

Wednesday, October 18, 8:00 A.M.–4:00 P.M.

SAA WORKSHOP: ARCHITECTURAL RECORDS: IDENTIFICATION, PRESERVATION, AND ACCESS

This one-day workshop will familiarize participants with the design process and the history of architectural records, and the various purposes for which they are created. The workshop will also cover media/support formats, and preservation and management issues in both historical collections and design firms.

Instructors: Waverly Lowell, *University of California–Berkeley*
Tawny Ryan Nelb, *Nelb Archival Consulting, Inc.*

Fee: $169 for SAA members; $215 for nonmembers. Continuing Education Units: .75.
Separate registration is required. Enrollees must register directly with the Society of American Archivists, 527 South Wells, 5th Floor, Chicago, Illinois 60607. For further information, contact the Education Director, 312-922-0140. E-mail: rwebb@archivists.org.

Wednesday, October 18, and Thursday, October 19, 8:00 A.M.–4:00 P.M.

SAA WORKSHOP: ENCODED ARCHIVAL DESCRIPTION (EAD) (two-day workshop)

This workshop will teach participants how to encode their finding aids in Standard Generalized Markup Language (SGML) using Encoded Archival Description (EAD). EAD is becoming the standard Document Type Definition (DTD) for archival finding aids. Participants in this workshop will learn the structure of EAD, get an overview of SGML, learn how to use an SGML authoring program (Softquad's Author/Editor), discuss what makes a good finding aid, and discuss implementation strategies. Participants will be able to apply the basic elements of EAD to finding aids at their own institution after completing the workshop.

Instructors: Jackie Dooley, *University of California–Irvine*
Richard Szary, *Yale University*

Fee: $289 for SAA members; $362 for nonmembers. Continuing Education Units: 1.5.
Separate registration is required. Enrollees must register directly with the Society of American Archivists, 527 South Wells, 5th Floor, Chicago, Illinois 60607. For further information, contact the Education Director, 312-922-0140. E-mail: rwebb@archivists.org.

Wednesday, October 18, 1:00 P.M.–5:00 P.M. and Thursday, October 19, 8:00 A.M.–12:00 P.M.

MAC WORKSHOP: FUNDAMENTALS OF ARCHIVAL ACQUISITION AND APPRAISAL (two-day workshop)

Appraisal has been called "the most significant archival function." This workshop will survey the history of appraisal theory and method, set appraisal within the context of collection development and acquisition, introduce ethical concerns and the complexities of sound, visual, and electronic records, and provide an exercise to illustrate the application of theory and practice. The instructor will draw on his experience in a large collecting repository and in a one-person institutional archives. A reading packet of articles from several archival publications will be mailed in advance to participants and will cover essential background to the lecture and discussion. Though intended for those without formal archival graduate education, this workshop is meant to be intensive and rigorous. The development of curricular materials for this workshop was made possible by a grant from the MAC Program Innovation Fund.

Instructor: Mark A. Greene, *Henry Ford Museum & Greenfield Village*

Fee: $70. Enrollment is limited to 20 people. Advance registration is required.

Wednesday, October 18, 1:00 P.M.–5:00 P.M. and Thursday, October 19, 8:00 A.M.–12:00 P.M.

MARAC WORKSHOP: RISK AWARENESS AND CONTROL IN RECORDS MANAGEMENT

This workshop is designed to heighten the awareness of records management personnel of the risk situations that may exist within an agency's record-keeping program. It provides records management personnel with the tools necessary to help them address the risks associated with current and future agency program needs. Some of the specific topics to be covered in the seminar are:

- The potential liabilities that agencies face due to the inherent risk factors present in all agency records management programs
- Techniques and strategies for identifying, evaluating, and mitigating records management risks
- The expanding role of information technology and its impact on risk within records management programs
- How to do a Web-site accountability exposure or risk assessment analysis to determine if the agency is fulfilling its legal and other responsibilities. Discover if your Web sites are in compliance with record-keeping statutes and other obligations, and assess the real possibility that your agency could be called to account for its actions.
- Explanations and examples of basic benefit analysis techniques that can be applied to help reduce the risk of bad decision making in records management programs

Instructors: Gerald Cannizzaro, *NARA*
Jennie Gilbaud, *NARA*

Fee: $70. Enrollment is limited. Advance registration is required.

Thursday, October 19, 8:00 A.M.–12:00 P.M.

DISASTER PREPAREDNESS AND EMERGENCY RESPONSE

The American Red Cross, with more than 100 years of disaster relief and management experience, is sponsoring a workshop on contingency planning for archives. Entitled "BICEPP," an acronym for "Business and Industry Council for Emergency Planning and Preparedness," the half-day seminar will include the writing of a disaster recovery plan to cover the following situations and how they apply to an archives:

- Prevention of emergencies
- Preparation for emergencies
- Response to emergencies
- Recovering from emergencies

This workshop will include preparation for common disasters, such as fire, flood, and excessive snow. The Oklahoma City bombing affected 300 businesses, some as far away as 10 blocks from the destroyed Murrah Building. Jim Jagger and Roger K. Oviatt, Disaster Recovery Coordinators, BICEPP, part of the Greater Cleveland Chapter of American Red Cross, will present this workshop with a special emphasis on how contingency planning can help your archives before disaster strikes.

Instructors: Jim Jagger, *BICEPP*
Roger K. Oviatt, *BICEPP*

Fee: $35. Enrollment is limited. Advance registration is required.

In 1981, Maya Ying Lin of Athens designed the Vietnam Veterans Memorial in Washington, D.C.

First Lady Helen Taft of Cincinnati persuaded the Japanese to send 3,000 cherry trees to Washington, D.C. On March 27, 1912, she herself planted the first ones in the Tidal Basin.

Thursday, October 19, 8:00 A.M.–12:00 P.M.

MAC WORKSHOP: FUNDAMENTALS OF REFERENCE

This workshop will provide an overview of the major areas of reference service, including guidelines for access, working with researchers, reference room policies, care and handling of materials, and use of finding aids and electronic reference resources such as OCLC, RLIN, and the World Wide Web. Other aspects of reference will be surveyed, including copyright and security issues as well as ethical and legal considerations. The workshop consists of lectures, group discussion, and case studies. Participants will receive a preconference reading packet.

Instructor: Tanya Zanish-Belcher, *Iowa State University*

Fee: $35. Enrollment is limited. Advance registration is required.

Thursday, October 19, 8:00 A.M.–12:00 P.M.

MARAC WORKSHOP: IMPLEMENTATION OF ENCODED ARCHIVAL DESCRIPTION

This workshop is intended for individuals who have taken the SAA or other Encoded Archival Description workshop, or have taught themselves the basics of EAD and are now implementing an EAD program in their institution. The aim of the workshop is to provide practical information on some of the tools and techniques available for encoding, searching, and delivering archival finding aids. Through lecture, demonstration, and discussion, it will consider the importance of examining the structure of an institution's existing finding aids, development of local templates and conventions and their relation to national standards; options for encoding, including use of native SGML editors, PERL scripts, word processing macros, databases, and use of commercial vendors; available methods, ranging from simple to sophisticated, for delivering finding aids to users; and a discussion of the advantages and disadvantages of using XML and style sheets to display and transform finding aids.

Instructors: Elizabeth Shaw, *University of Pittsburgh*
David Ruddy, *Cornell University*

Fee: $35. Enrollment is limited. Advance registration is required.
Enrollees will be expected to have completed the SAA or other introductory workshop or have a good understanding of EAD.

Friday, October 20, 1:00 P.M.–5:00 P.M.

MAC WORKSHOP: FUNDAMENTALS OF ARCHIVAL DESCRIPTION

Effective archival arrangement and description are essential for the reference and research services. This workshop focuses on basic principles and techniques. It will help participants recognize the differences between physical and intellectual control, understand the basic concepts and procedures for physical and intellectual arrangement of records, and learn why description needs to be uniform for finding aids, catalogs, guides, and Web sites.

Instructor: Mark Vargas, *University of Science and Arts of Oklahoma*

Fee: $35. Enrollment is limited. Advance registration is required.

Saturday, October 21, 8:00 A.M.–12:00 P.M.

MAC WORKSHOP: FUNDAMENTALS OF PRESERVATION MANAGEMENT

This workshop will provide an overview of preservation problems encountered in both print and nonprint collections in archives. The three major components of a preservation program will be discussed, focusing on collection and building surveys to determine the types of damage; treatment and reformatting options for collections; and disaster response and prevention needs. Administrative needs, projects, and concerns will be addressed within each topic. The preworkshop reading assignment creates a common base to begin discussion of preservation needs in archives. This workshop will be especially useful for archivists with partial or newly assigned responsibilities for preservation.

Instructor: Miriam Kahn, *MBK Consulting*

Fee: $35. Enrollment is limited. Advance registration is required.

1:00 P.M.–2:30 P.M.

OPENING PLENARY ADDRESS

TOTAL ARCHIVES: REFLECTIONS ON THE CANADIAN EXPERIENCE

Speaker: Ian E. Wilson

Ian E. Wilson, National Archivist of Canada, will offer an international perspective on archives and manuscripts.

Mr. Wilson's public service career spans four decades. He began his career as an undergraduate at Queen's University where he served as Assistant Archivist. He earned an M.A. in History in 1974 while serving as University Archivist and City of Kingston Archivist, holding both these positions until 1976. Between 1976 and 1999, when he accepted his appointment as National Archivist, Wilson served as Archivist of Ontario, Director General Information Resource Management Division, Ontario Ministry of Culture and Communications, Adjunct Professor on the faculties of Information Studies and Graduate Studies at the University of Toronto, and Provincial Archivist of Saskatchewan.

His many professional activities include member, Ontario Government and Information Technology Management Committee; Chairman, Saskatchewan Heritage Advisory Board; Past President, Ontario Historical Society; and President, the Champlain Society.

CONCURRENT SESSIONS—THURSDAY, OCTOBER 19

3:00 P.M.–4:30 P.M.

RESEARCHERS' AND ARCHIVISTS' SUMMIT

At 4:30 P.M., a journalist becomes frustrated with the local archives because he/she cannot obtain requested information needed immediately for a story at 6:00. A genealogist leaves, upset that everything in the archives is not indexed by family name. A historian cannot believe that the documents he/she needs are not all available on the Web and a site visit will have to be made. And the reference archivist goes home mildly perturbed. Although not a new topic, the tension between researchers' demands and archives' resources is one that has not diminished; some would argue that it has dramatically increased. Users of archives and reference archivists, along with the audience, will discuss these tensions and possible solutions.

Moderator: Stephen Charter, *Bowling Green State University*

Speakers: Mark Tebeau, *Cleveland State University*
Barbara Waitkus Billings, *Western Reserve Historical Society*
Dave Davis, *Cleveland Plain Dealer*

APPRAISAL APPROACHES TO ELECTRONIC RECORDS

It's a given: organizations are creating voluminous amounts of records with computers. The electronic media keep spawning variations of use and storage that keep archivists scratching their heads about how to capture it all. This session will present various approaches in the appraisal of electronic records, such as using automation in the appraisal process; whether archives should preserve a Web site by its individual components or as a series of periodic "snapshots"; and whether the diplomatics view of form over content is viable in electronic records appraisal. Because there is no one way to look at electronic records, these presentations are meant to spur future reflection on electronic records appraisal.

Moderator: Robert Horton, *Minnesota State Archives, Minnesota Historical Society*

Speakers: Cal Lee, *Kansas State Historical Society*
Gregory S. Hunter, *Palmer School of Library and Information Science, Long Island University*
Lee Stout, *Penn State University Archives*

3:00 P.M.–4:30 P.M.

THE IMPACT OF A LITIGIOUS SOCIETY ON RECORD KEEPING

Almost daily there is a story in the news in which record-keeping practices—good or bad—have played an important role in determining the outcome of an event. In this session, an attorney will share his perspectives on the role of records and record-keeping practices in litigation.

Moderator: Robert Horton, *Minnesota Historical Society*

Speaker: John Montaña, *Montaña & Associates*

ARCHIVAL EMPLOYMENT: PERSPECTIVES FROM EMPLOYERS AND EMPLOYMENT SEEKERS

The archival job market appears to be in a state of transition right now, both in terms of the volume of available positions and the types of assignments and desired skills. What kinds of attributes are current job recruiters most eager to attract? What kinds of expectations are entry-level and other archivists bringing to the job search process? Is the pool of available candidates meeting employers' needs? Are employment seekers seeing certain trends in the recruiting practices of archival institutions? What kinds of job-seeking skills are most successful in today's archival employment market? A panel representing varied perspectives will address these issues from both a practical and an analytical standpoint.

Moderator: Peter Wosh, *New York University*

Speakers: William Wallach, *Bentley Historical Library, University of Michigan*
David DeLorenzo, *Maryland Historical Society*
Heather Muir, *Immigration History Research Center, University of Minnesota*
Laurie A. Baty, *Department of the Interior*

SESSIONS—FRIDAY, OCTOBER 20

9:00 A.M.–10:30 A.M.

PLENARY SESSION

POINT-COUNTERPOINT: DO INSTITUTIONAL ARCHIVISTS AND MANUSCRIPTS CURATORS BELONG TO THE SAME PROFESSION ANYMORE?

For understandable reasons, archival discourse over the past decade has concentrated heavily on the record-keeping impact of the electronic age. These developments are of importance to all who work within the field of archives administration, but they are perhaps of most compelling significance to institutional archivists. Thus, there has been a perceived emphasis in professional literature, meetings, and education on the perspective of archivists who manage the permanent records of a parent institution, at the expense of those who work in manuscript repositories. Is there once again a growing divide between institutional archivists and those who maintain historical or literary manuscript collections? Are manuscript curators and "pure" archivists concerned with enough of the same issues today to make up a unified professional discipline? Whom do archivists serve foremost: society or bureaucracy? Panelists will advance divergent viewpoints, setting the context for subsequent breakout discussions among attendees.

Moderator: Timothy Ericson, *University of Wisconsin–Milwaukee*

Speakers: Mark Greene, *Henry Ford Museum & Greenfield Village*
John Fleckner, *National Museum of American History, Smithsonian Institution*
Philip C. Bantin, *University Archives, Indiana University*
William J. Maher, *University of Illinois*
Barbara L. Craig, *University of Toronto*

10:45 A.M.–12:15 P.M. **BREAKOUT SESSIONS**

All-conference "breakout" sessions will divide the conference into smaller discussion groups to consider the issues presented by the plenary speaker, Ian Wilson, and the plenary panelists. This was a device used recently at a MAC meeting and was received enthusiastically. The smaller groups will not only help to provide a reality check of the issues among an informal group of archival practitioners, but will give MARAC and MAC members a chance to meet and exchange ideas outside of a formal session. The breakout sessions will be led by members of the MAC/MARAC Program Committee.

3:15 P.M.–4:45 P.M.

ARE ALL RESEARCHERS CREATED EQUAL?

The concept of equal access is frequently asserted, but do all our users really receive the same treatment? Should all users find our collections and services equally available? Or, do we acknowledge that administrators, major donors, and others likely to benefit our archives sometimes receive "gold-plated" service? Is the notion of the "qualified researcher" dead? In this point-counterpoint session, two archivists will present distinct views on this controversial and often unacknowledged topic and challenge the audience to delineate their own opinions.

Moderator: Frank Boles, *Clarke Historical Library, Central Michigan University*

Speakers: Danna Bell-Russell, *National Digital Library, Library of Congress*
John J. Treanor, *Archdiocese of Chicago*

AUTHENTICITY AND PRESERVATION OF ELECTRONIC RECORDS: US-INTERPARES

This session will report on the research activities and findings of the US-InterPARES Project as it concludes the first half of its work. The US-InterPARES Project is part of the wider international InterPARES Project that examines methods for establishing the authenticity of electronic records and ensuring their preservation, in time and over time. The session will discuss the conceptual framework that has been developed, the analysis of case study data, and the modeling and systems prototype development under way.

Moderator: Beth Yakel, *University of Michigan*

Speakers: Ciaran Trace, *University of California–Los Angeles*
Fynnette Eaton, *Smithsonian Institution*
Mark Giguere, *National Archives and Records Administration*

ROLE OF POPULAR CULTURE

What actually is the role of popular culture in documenting our history and heritage? Who is responsible for collecting popular culture? To better understand the role of popular culture in our acquisition planning, this session will grapple with a working definition of "popular culture" and discuss the various emphases of popular culture, for example, mass culture and folk culture, as well as the various types of documents to be acquired and preserved.

Moderator: Alison Scott, *Harvard University*

Speakers: Shirley Wajda, *Kent State University*
Randall Scott, *Michigan State University*
Lorna Toolis, *Toronto Public Library*

WHO TEACHES THE TEACHERS?

Is there an archivist among us who hasn't been asked to present a workshop on one of the following topics: how to do oral history, how to do genealogy, how to do local history, how to preserve your family's history, etc.? Having accepted the offer to do the workshop we are then told to provide our audience with all of our wisdom and insights in two hours (sometimes less)! This mini-workshop will be led by an archival educator who will provide helpful techniques to any archivist called on to do these types of presentations.

Speaker: Kathleen Roe, *New York State Archives*

3:15 P.M.–4:45 P.M.

JOHN D. ROCKEFELLER–THE CLEVELAND LEGACY
COLLABORATION BETWEEN ARCHIVISTS AND DOCUMENTARY FILMMAKERS

The Rockefeller Archive Center will sponsor a screening of the new documentary film *John D. Rockefeller–The Cleveland Legacy,* produced for Cleveland's public television station, WVIZ. Following the showing, the film's producer, Jane Hirz, and Mark Rosenberger, production and local program director of WVIZ, will discuss working with archivists from a producer's perspective, and Rockefeller Archive Center photo archivist Michele Hiltzik will discuss working with film producers from an archivist's point of view. Conference attendees are invited to offer their perspectives on this growing demand on archivists' time and resources.

Moderator: John LeGloahec, *Rockefeller Archive Center*

Speakers: Jane Hirz, producer of *John D. Rockefeller–The Cleveland Legacy*
Mark Rosenberger, *WVIZ*
Michele Hiltzik, *Rockefeller Archive Center*

CONCURRENT SESSIONS—SATURDAY, OCTOBER 21

9:45 A.M.–11:15 A.M.

ELECTRONIC RECORDS: ACCESS AND USE

As archives begin to accession electronic records and make them available to researchers, what issues arise for user orientation, access, and use of these materials? This session will bring together archivists and researchers. The archivists will discuss how they provide access to electronic records, critiquing the few such interfaces available. The researchers will describe how they have used electronic records in their work and what they need to be able to use them successfully.

Moderator: Edward A. Galloway, *Digital Research Library, University of Pittsburgh*

Speakers: Virginia Ainslie, *Ainslie & Associates*
Jack Licate, *Cleveland Clinic Foundation*
Mark Salling, *Northern Ohio Data and Information Service, Cleveland State University*
Nancy Deromedi, *Bentley Library, University of Michigan*

ELECTRONIC EPIPHANIES AND ARCHIVAL DESCRIPTION

As archives have entered the on-line world, archivists have been reexamining finding aids. This session will attempt to elucidate the reasons archivists should be considering the adoption of EAD as opposed to other methods for distributing finding aids electronically. What are the new questions, issues, and revelations that have emerged as finding aids have moved into the electronic realm? What works in the print world but doesn't in the electronic world? How have archivists changed their finding aids to make them work better in the electronic world? This session will discuss the emerging need for standards in finding aids and address how on-line finding aids are being used and how effective they are. This workshop discusses EAD as an effective tool to meet modern electronic archival needs.

Moderator: TBA

Speakers: Jill Tatem, *Case Western Reserve University*
Bradley Westbrook, *University of California–San Diego*
Nicolas Maftei, *Nicolas Maftei Consulting*

9:45 A.M.–11:15 A.M.

IMPROVING RELATIONSHIPS BETWEEN SAA AND REGIONAL ARCHIVAL ORGANIZATIONS

The archival profession consists of many distinct and thought-provoking individuals who represent themselves and the art of archiving through regional, national, and international organizations. However, the symbiotic relationship between the Society of American Archivists and this country's regional organizations is clouded by poorly delineated purposes and inflation's relentless forward march to the drumbeat of more for less. The discordant sounds of the regional-versus-national-organization debate serve only to rob the swing and flatten the meaning from the essence of the archival profession. The purpose of this debate is not to just present the strengths and weaknesses of belonging to one type of organization over another. It is to initiate a thoughtful dialogue among all participants that will engender new ways for the Society of American Archivists to better serve regional professional organizations and enhance benefits for those individuals that belong to one or both.

Moderator: Dennis Harrison, *SAA Council Representative*

Speakers: Todd J. Daniels-Howell, *MAC Representative*
Jim Stimpert, *MARAC Representative*
Scott Schwartz, *SAA Representative*

REACHING OUT TO ELEMENTARY AND SECONDARY SCHOOL STUDENTS: EFFECTIVE CURRICULAR USE OF ARCHIVES

Children from grade school through high school find their way into repositories to use primary sources for a variety of reasons. Primary sources expose students to several perspectives and interpretations and develop knowledge and analytical skills. Yet, using primary sources is often not a positive experience for the student, teacher, or archivist. What can archivists and teachers do to make the student's trip to the archives positive and enriching? What should a teacher expect from such an experience? The archivist? The student? Are elementary and secondary school students an audience that archives should develop and market to? Succeeding with the student audience requires defining expectations and outcomes, and commitment by the archives and teachers. This session will explore the need to better define the relationship that the archivist and teacher should forge in order to effectively use archives in developing and enhancing curricula. It will provide useful tips on preparing your staff and archives for young researchers. An archivist, a museum educator, a teacher, and a student will discuss this issue.

Moderator: Gail Redmann, *Historical Society of Washington, D.C.*

Speakers: Matt Blessing, *Marquette University Archives*
Janice Ziegler, *Western Reserve Historical Society*
Connie Miller and student, *Birchwood School*

"The wealthiest street in the world," Euclid Avenue's Millionaire's Row boasted handsome mansions from the 1870s to the 1910s. In 2000 only three of these houses stand, including the Samuel Mather mansion, the third house from the left.

Photo courtesy of the Western Reserve Historical Society

11:30 A.M.–1:00 P.M.

CONFIDENTIAL RECORDS IN STATE ARCHIVES

According to the "Archivist's Code," the archivist is to promote "access to the fullest extent consistent with the public interest," always observing proper restrictions on the use of records and working to make records available. In case study fashion, the presenters from Indiana and Michigan will detail how their respective states have grappled with providing access to confidential state records and how they developed individual agreements and statutory provisions in meeting the needs of agencies and users.

Moderator: Roland M. Baumann, *Oberlin College*

Speakers: F. Gerald Hanfield, Jr., *Indiana Commission on Public Records*
David J. Johnson, *State Archives of Michigan*
Menzi L. Behrnd-Klodt, *Pleasant Company/Klodt Associates*

SMALL ARCHIVES IN THE ELECTRONIC WORLD

In an article on EAD and the small repository in the fall 1997 *American Archivist*, Elizabeth Dow wrote, "EAD is quickly becoming fundamental to the Web presence of a historical repository." Just when we were getting used to the MARC format, along come EAD, WWW, HTML, SGML, and a host of other acronyms for the technologically savvy. Given the increasing number and complexity of issues that all archives are currently dealing with, what strategies exist for smaller, less well-funded institutions to keep up? How are priorities being set in successful small archives? What management tools are being used to cope with or embrace these new technologies? This session will provide a forum for the discussion of administrative techniques for successfully dealing with technology issues.

Moderator: Erik Nordberg, *Michigan Technological University*

Speakers: Kenneth Wirth, *Johnson Controls*
Richard Wandel, *New York Philharmonic Archives and National Lesbian & Gay Archives*
Margery Sly, *Presbyterian Church USA*

WORKING WITH THE MEDIA

If you've ever been tongue-tied or struck dumb in the presence of members of the fourth estate, attend this session. Panelists will discuss successes with the media, including tips and tricks for anticipating coverage, preparing for the public's "need to know," pitching stories that sell, and forming a working partnership with local journalists. Do journalists get special treatment? Or, do some of us give them less than stellar service? How do you deal with donors who favor restricting journalists from access to their collections? Come with examples and questions; this will be a wide-ranging and valuable discussion.

Moderator: Cheri Thies, *Minnesota Historical Society*

Speakers: Larry Wagenaar, *Joint Archives of Holland*
Brian Albrecht, *Cleveland Plain Dealer*
Heather Bruce Satrom, *Lemelson Center for the Study of Invention and Innovation, Smithsonian Institution*

DO WE NEED PRINTED PROFESSIONAL LITERATURE ANYMORE?

The archival field has a major task ahead of itself to determine whether its various publication venues are sufficiently coherent. Is our professional literature meeting real needs of the field? Do ever-expanding electronic dissemination options render the traditional journal obsolete? If research continues to be needed and desired, what distribution methods will provide the greatest stimulus to this activity? Do the regional organizations have a distinct role to play in distributing archival research and writing (in whatever form)? Panelists will address these issues from divergent viewpoints, followed by substantial audience participation.

Moderator: David Klaassen, *Social Welfare History Archives, University of Minnesota*

Speakers: Philip Eppard, *State University of New York at Albany*
Helen Tibbo, *University of North Carolina–Chapel Hill*
David Haury, *Kansas State Historical Society*

The Society of Ohio Archivists

Founded in 1968, the Society of Ohio Archivists' mission is to exchange information, coordinate activities, and improve professional competence in Ohio's archives and manuscript repositories. Membership in the society is open to the public, and we invite anyone with an interest in archives and manuscripts to join. SOA sponsors workshops, Ohio History Day awards, and Archives Week in Ohio.

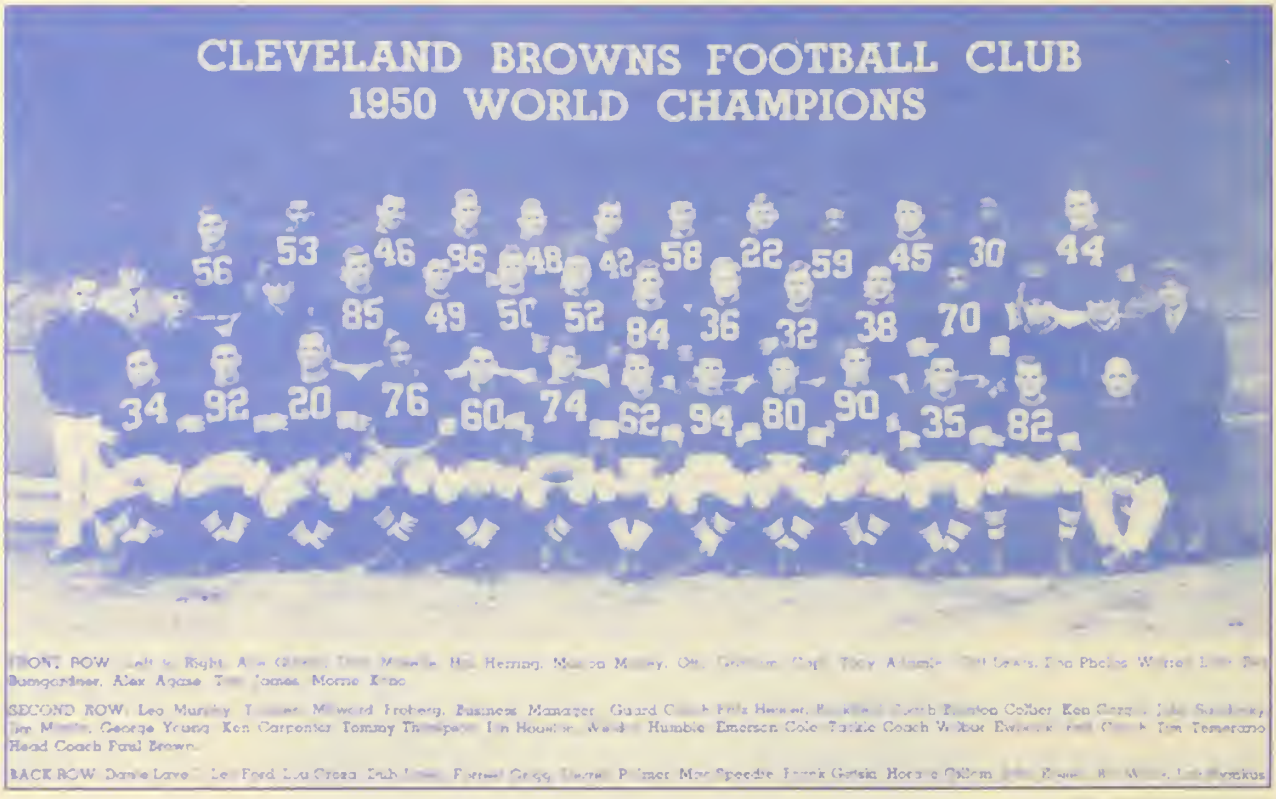
For information regarding membership, please contact

Kevin Grace, Treasurer.

Phone: 513-556-1959 or E-mail: kevin.grace@uc.edu

You can also visit us on the Web at

<www.ohiojunction.net/soa>



Clevelanders have always taken their sports teams seriously, and in the 1940s and 1950s, Cleveland was the City of Champions. In their first season the Browns took the NFL title, and broke the color line with Bill Willis and Marion Motley. The Browns and the Indians remain stars of the city, and their new stadiums have contributed to the downtown's revival.

Photo courtesy of the Western Reserve Historical Society

MARAC
MID-ATLANTIC REGIONAL ARCHIVES CONFERENCE

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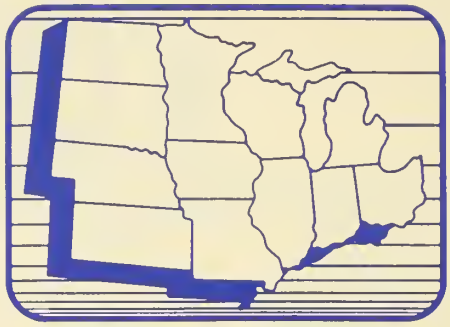

Interested in Becoming a MAC Member?

Fill out the application form below.

Membership Fees: $20 Individual, $40 Institutional

Membership year runs from January to December.

Make check payable to "Midwest Archives Conference." Mail check and this form to:

Raimund E. Goerler, University Archives
The Ohio State University
2700 Kenny Road
Columbus, OH 43210

For More Information, Visit Us On The Web <http://www.midwestarchives.org>

MAC Membership Form

Name _____ Phone _____

Institution _____ Fax _____

Title _____ E-mail _____

Business Address _____

City/State _____ Zip Code _____

Mailing Address (if different from above) _____

_____

❑ New Membership ❑ Change of Address ❑ Renewal

REGISTRATION FORM - MAC/MARAC FALL MEETING

Sheraton City Centre Hotel, 777 St. Clair Ave. NE, Cleveland, Ohio 44114
216-771-7600 or 800-321-1090

Wednesday, October 18–Saturday, October 21, 2000

Please complete this form and mail it, with a check payable to MAC/MARAC Cleveland, to Jill Tatem, 1315 Cleveland Heights Blvd., Cleveland Heights, OH 44121. For questions regarding registration, please call William Becker at 216-687-3529, or E-mail him at w.becker@csuohio.edu.

Requests for refunds must be made in writing and postmarked prior to October 3, 2000.

NAME _____

TITLE _____

INSTITUTION _____

ADDRESS _____

PHONE NUMBER AND E-MAIL _____

Are you a MAC member? ❑ Yes ❑ No___ If so, for how long? _____ years

Are you a MARAC member? ❑ Yes ❑ No___ If so, for how long? _____ years

ENCLOSED IS A CHECK MADE PAYABLE TO "MAC/MARAC CLEVELAND" FOR:

Advance registration for MAC/MARAC members (**must be postmarked by September 29, 2000**)	$45.00	_____
Advance registration for students (**must be postmarked by September 29, 2000**)	$35.00	_____
Advance registration for nonmembers (**must be postmarked by September 29, 2000**)	$55.00	_____
Late registration MAC/MARAC members (postmarked by October 17, 2000)	$55.00	_____
Late registration for students (postmarked by October 17, 2000)	$40.00	_____
Late registration for nonmembers (postmarked by October 17, 2000)	$65.00	_____
On-site registration MAC/MARAC members	$65.00	_____
On-site registration for students	$45.00	_____
On-site registration for nonmembers	$75.00	_____

MAC/MARAC Luncheon, Friday, October 20 (Please indicate your choice):

❑ Ravioli and grilled Italian Sausage ❑ Vegetarian pasta primavera $35.00 _____

TOTAL: _____

WORKSHOPS

Please submit a separate check for each workshop you wish to attend.

Workshops will be filled on a first-come, first-served basis.

MAC Workshop: Fundamentals of Archival Acquisitions and Appraisal, October 18 and 19	$70.00	_____
MARAC Workshop: Risk Awareness and Control in Records Management, October 18 and 19	$70.00	_____
Disaster Preparedness and Emergency Response, Thursday, October 19	$35.00	_____
MAC Workshop: Fundamentals of Reference, Thursday, October 19	$35.00	_____
MARAC Workshop: Implementation of Encoded Archival Description, Thursday, October 19	$35.00	_____
MAC Workshop: Fundamentals of Archival Description, Friday, October 20	$35.00	_____
MAC Workshop: Fundamentals of Preservation Management, Saturday, October 21	$35.00	_____

TOURS WITH ADMISSION FEES

Please submit a separate check for each tour you wish to attend.

Tours will be filled on a first-come, first-served basis.

Arts, Science, and Antiquities: University Circle tour, Thursday, October 19	$12.50	_____
Let's Light This Candle: John H. Glenn Research Center–NASA tour, Thursday, October 19	$10.00	_____
Heavy Metal: LTV Steel Plant tour, Thursday, October 19	$10.00	_____
We'll Leave the Oil Lamp on for You: Dunham Tavern Museum, Thursday, October 19	$17.00	_____
"Eliot Ness in Cleveland," Thursday, October 19	$25.00	_____
Cleveland Orchestra, Saturday, October 21	$40.00	_____
It's Only Rock'n'Roll, But I Like It: Rock and Roll Hall of Fame tour, Saturday, October 21	$12.75	_____

WORKSHOPS, TOURS, EVENTS, AND SESSIONS CHECKLIST

Please check the events you plan to attend. Tours will be filled on a first-come, first-served basis.

Note: Tour times listed incorporate travel time to and from tour sites, so the first time shown is the scheduled departure time from the hotel, and the second time is the approximate time you will return to the hotel. 🕘 indicates that advance registration is required. $ indicates that there is a fee for the workshop or tour.

Wednesday, October 18

8:00 A.M. – 4:00 P.M. _____ SAA Workshop: Architectural Records: Identification, Preservation, and Access 🕘 $
8:00 A.M. – 4:00 P.M. _____ SAA Workshop: Encoded Archival Description (EAD), Part 1 🕘 $
1:00 P.M. – 5:00 P.M. _____ MAC Workshop: Fundamentals of Archival Acquisition and Appraisal, Part 1 🕘 $
1:00 P.M. – 5:00 P.M. _____ MARAC Workshop: Risk Awareness and Control in Records Management, Part 1 🕘 $

Thursday, October 19

8:00 A.M. – 4:00 P.M. _____ SAA Workshop: Encoded Archival Description (EAD), Part 2 🕘 $
8:00 A.M. – 12:00 P.M. _____ MAC Workshop: Fundamentals of Archival Acquisitions and Appraisal, Part 2 🕘 $
8:00 A.M. – 12:00 P.M. _____ MARAC Workshop: Risk Awareness and Control in Records Management, Part 2 🕘 $
8:00 A.M. – 12:00 P.M. _____ MAC Workshop: Fundamentals of Reference 🕘 $
8:00 A.M. – 12:00 P.M. _____ MARAC Workshop: Implementation of Encoded Archival Description 🕘 $
8:00 A.M. – 12:00 P.M. _____ Workshop: Disaster Preparedness and Emergency Response 🕘 $
8:00 A.M. – 11:30 A.M. _____ *Heavy Metal:* LTV Steel tour 🕘 $
8:30 A.M. – 1:00 P.M. _____ *Arts, Science, and Antiquities:* University Circle tour 🕘 $
8:45 A.M. – 12:30 P.M. _____ *Let's Light This Candle:* John H. Glenn Research Center–NASA tour 🕘 $
9:00 A.M. – 12:00 P.M. _____ *Sacred Series:* Catholic Diocesan Archives, Catholic Diocese of Cleveland Open House
10:00 A.M. – 11:00 P.M. _____ *Show Me the Money:* Federal Reserve Bank of Cleveland tour 🕘
Times vary _____ *Our Team, Our Name, and Our Colors:* Cleveland Browns Stadium tour 🕘 $
1:00 P.M. – 2:30 P.M. _____ Opening Plenary Address
3:00 P.M. – 4:30 P.M. _____ Researchers and Archivists Summit
3:00 P.M. – 4:30 P.M. _____ Appraisal Approaches to Electronic Records
3:00 P.M. – 4:30 P.M. _____ The Impact of a Litigious Society on Record Keeping
3:00 P.M. – 4:30 P.M. _____ Archival Employment: Perspectives from Employers and Employment Seekers
6:00 P.M. – 10:00 P.M. _____ MAC New Members' Dinner 🕘
6:00 P.M. – 10:00 P.M. _____ Restaurant tours 🕘
6:30 P.M. – 9:30 P.M. _____ *We'll Leave the Oil Lamp on for You:* Dunham Tavern Museum tour 🕘 $
8:00 P.M. – 11:00 P.M. _____ "Eliot Ness in Cleveland" at the Cleveland Play House 🕘 $

Friday, October 20

7:30 A.M. – 9:00 A.M. _____ Vendor Hall, Coffee, and Pastries
8:00 A.M. – 9:00 A.M. _____ MARAC New Members' Meeting
9:00 A.M. – 10:30 A.M. _____ Plenary Session: Point-Counterpoint: Do Institutional Archivists and Manuscripts Curators Belong to the Same Profession Anymore?
10:45 A.M. – 12:15 P.M. _____ Institutional Archivists/Manuscript Curators Breakout Sessions
12:30 P.M. – 1:45 P.M. _____ MAC/MARAC Luncheon 🕘 $
1:00 P.M. – 5:00 P.M. _____ MAC Workshop: Fundamentals of Archival Description 🕘 $
2:00 P.M. – 3:00 P.M. _____ MARAC Caucuses
2:00 P.M. – 3:00 P.M. _____ MAC committee meetings
2:30 P.M. – 3:15 P.M. _____ Vendor Hall, Coffee
3:15 P.M. – 4:45 P.M. _____ Are All Researchers Created Equal?
3:15 P.M. – 4:45 P.M. _____ Authenticity and Preservation of Electronic Records: US-InterPARES
3:15 P.M. – 4:45 P.M. _____ Role of Popular Culture
3:15 P.M. – 4:45 P.M. _____ Who Teaches the Teachers?
3:15 P.M. – 4:45 P.M. _____ *John D. Rockefeller–The Cleveland Legacy*
6:30 P.M. – 8:30 P.M. _____ Conference Reception, Cleveland Public Library Main Library

Saturday, October 21

8:00 A.M. – 12:00 P.M. _____ MAC Workshop: Fundamentals of Preservation Management 🕘 $
8:00 A.M. – 9:30 A.M. _____ MARAC Breakfast Business Meeting 🕘
9:45 A.M. – 11:15 A.M. _____ Electronic Records: Access and Use
9:45 A.M. – 11:15 A.M. _____ Electronic Epiphanies and Archival Description
9:45 A.M. – 11:15 A.M. _____ Improving Relations Between SAA and Regional Archival Organizations
9:45 A.M. – 11:15 A.M. _____ Reaching Out to Elementary and Secondary School Students: Effective Curricular Use of Archives
11:15 A.M. – 11:30 A.M. _____ Coffee Break
11:30 A.M. – 1:00 P.M. _____ Confidential Records in State Archives
11:30 A.M. – 1:00 P.M. _____ Small Archives in the Electronic World
11:30 A.M. – 1:00 P.M. _____ Working with the Media
11:30 A.M. – 1:00 P.M. _____ Do We Need Printed Professional Literature Anymore?
2:00 P.M. – ? _____ *It's Only Rock'n'Roll, But I Like It:* Rock and Roll Hall of Fame tour 🕘 $
8:00 P.M. – ? _____ Cleveland Orchestra Concert, Severance Hall 🕘 $

Sheraton Cleveland City Centre Hotel
777 St. Claire Avenue
Cleveland, Ohio 44114
216-771-7600 or 800-321-1090

Please call or mail your reservation information in order to reserve accommodations for:

MAC/MARAC CONFERENCE

You may confirm your room reservation by completing this form and mailing it to the address above or call our Reservations Department toll free at 1-800-321-1090.

- Handicapped-accessible guest rooms available
- Check-in time begins at 3:00 P.M.
- Checkout time is 12:00 noon
- Hotel overnight parking rate: $15.00

RATES:

Single Occupancy: $119.00
Double Occupancy: $119.00

REQUESTED ROOM TYPE*

_____Smoking _____ Nonsmoking
*The requested room type is not guaranteed on arrival.

Arrival/Departure Information

Name _____

Address _____

City _____ State _____ Zip _____

Phone _____

Arrival Date _____ Departure Date _____

Please reserve _____ room(s) For _____ person(s)

Credit Card Type _____ Number _____

Expiration Date _____ Signature _____

We will NOT guarantee guest room availability if reservation is received after 9/21/00.

To guarantee your room we will need a first night's deposit or credit card number. If you wish to cancel your reservation, you must contact us by 6:00 P.M. on the day of arrival or you will be charged for one night's stay.

Midwest Archives Conference
c/o Jill Tatem
University Archives
Case Western Reserve University
10900 Euclid Avenue
Cleveland, OH 44106-7229

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